

LYNCHBURG CITY COUNCIL

Agenda Item Summary

MEETING DATE: **November 12, 2002**

AGENDA ITEM NO.: 18

CONSENT:

REGULAR: **X**

CLOSED SESSION:

(Confidential)

ACTION: **X**

INFORMATION:

ITEM TITLE: **Public Hearing Regarding Lease Agreements with General Service Administration (GSA)**

RECOMMENDATION:

Approve two lease agreements (one temporary and one long-term) with GSA for office space at the Lynchburg Regional Airport for Transportation Security Administration (TSA) federal security personnel assigned to the airport, and authorize the City Manager to execute the agreements on behalf of the City.

SUMMARY:

In response to events of September 11, 2001, Congress authorized the creation of a new federal agency, the Transportation Security Administration (TSA), to take over responsibility for security at the nation's airports. As part of a Congressional mandate to federalize all airport security screening personnel by November 19, 2002, the TSA assumed all security screening functions at Lynchburg Regional Airport on September 3, 2002. In order to provide suitable facilities to accommodate the new workforce, the TSA (through the GSA) inquired about leasing office space at the airport.

In order to accommodate their needs on a temporary basis, the airport has made available 215 square feet of office space in the airport terminal that was formerly leased to United Express Airlines. Since this space is insufficient for TSA's long-term needs at the airport, TSA and airport management have agreed to the construction of 750 square feet of office space from a previously unfinished area in the terminal.

There is a statutory requirement for a public hearing prior to leasing City property.

PRIOR ACTION(S):

November 5, 2002 Finance Committee

FISCAL IMPACT:

It is proposed that the short-term lease of 215 square feet of office space for approximately five (5) months be established at a rate of \$741.75 per month.

It is proposed that the long-term lease of 750 square feet of newly constructed office space for the following five (5) years be established at a rate of \$2,750.00 per month.

Total revenue would amount to \$17,458 for FY03 and \$33,000.00 for each full year thereafter. (Funds for construction are presently available in the Airport Capital Projects Fund and are detailed in a separate council report).

CONTACT(S): Mark F. Courtney 582-1150 extension 222 Airport Manager

ATTACHMENT(S):

- 1) GSA (short form) lease for period August 30, 2002 to January 31, 2003
- 2) GSA (short form) lease for period February 1, 2003 to January 31, 2008
- 3) Resolution

REVIEWED BY: lkp

RESOLUTION

BE IT RESOLVED That the Lynchburg City Council approves two lease agreements by and between the City of Lynchburg and the General Services Administration for lease of certain spaces in the terminal building of the Lynchburg Regional Airport to the Transportation Security Administration; and,

BE IT FURTHER RESOLVED That the City Manager is authorized to execute the lease agreements.

Adopted:

Certified:

Clerk of Council

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